SELF STUDY REPORT
OF
CALVARY CHURCH NORTHERN LIBERTIES

1985

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PREFACE

The Search Committee reviewed and discussed the information contained in this self-study report; and, it felt that the congregation could best be described as a very spiritually minded group of people, who in the Episcopal tradition shared a thirst for the love of Christ and the desire to seek his Kingdom.

INTRODUCTION

Calvary Church is an integral part of the Schuylkill Deanery within the Diocese of Pennsylvania. Having enjoyed forty years of continual leadership, the Parish, finds itself in the complex process of searching for a new Rector.

This self-study was initiated to assist the Search Committee, Vestry, members and potential candidates. Since a parish is a living corporate body, it is important that periodic reviews be conducted to assess the character of the organization. Otherwise, the organization's identity becomes blurred.

Moreover, Diocesan search procedures require a parish to conduct a self-study. This study, therefore, was undertaken to review and identify resources, concerns, weaknesses and successes which this congregation has described for itself.

Many people were directly involved, and the report which follows is a compilation of that data. Our self-study was started with a five page questionnaire which was given to three hundred communicants. From this distribution, one hundred and twenty two responses were received. Another questionnaire was sent with regard to the profile of the new rector, and it was sent to three hundred and ninety communicants. There were eighty eight responses.

This report, like all reports, has its deficiencies; but, the information is given with a love of God and his Church.

Respectfully,

JOHN L. BRAXTON

PARISH HISTORY

Calvary Church Northern Liberties was established by the Ladies Missionary Society of Old Christ Church, 2nd Street above Market, as a monument to Bishop William White. Bishop White was the first Episcopal Bishop in the United States.

The first services were held in a loft at Front and Noble Street in 1846. Later, a building was erected at Front and Brown Streets. This section of the city was called Northern Liberties. Thus, the charter, which was granted in 1857 contained the title "Calvary Church Northern Liberties".

The parish remained in Northern Liberties until 1882. At that time, the congregation began to relocate; and, the parish was moved stone by stone to its present location at 41st and Brown Streets.

Until 1945, it was not known whether or not the church had minority persons amongst its congregation. However, in the face of a changing neighborhood and declining membership, the parish merged with St. Michael and All Angels' congregation. This was a Black congregation. Since Calvary possessed a larger and more suitable physical plant, the decision was made to bring the two congregations together as one under the name "Calvary Church Northern Liberties."

The first and only rector of the "new" combined congregation was the Rev. Canon Thomas Wilson Stearly Logan, B.S., STM, D.D. Rev. Logan remained rector until April, 1984.

PARISH PROPERTY

Calvary Church consists of three pieces of real estate. The primary building is the church which is located at 814 to 820 North 41st Street. It rests on approximately four standard city lots. Behind the church and attached thereto is a parish hall which has a side yard that runs the width of seven city lots. The yard exits onto Brown Street which constitutes the southern boundary of the church property.

The Northern boundary of the church property consists of an off-street parking lot which covers the entire southwest corner of 41st and Parrish Streets. Access to the lot is available by both streets.

The church also owns a rectory which is adjacent to the church and located at 812 North 41st Street. The building contains three stories and a basement. The first floor is used as an office for a neighborhood association. The second floor has three meeting rooms and a restroom; and, the third floor consists of a one bedroom apartment. Both the church and the rectory are heated by oil.

Calvary Church was built in the Gothic Revival style which was very popular during the 1800's. The seating capacity is approximately 200 people; however, additional seating may be added to accommodate another 50 people.

The chancel area is small, but there is seating for a choir of 30. Within this area, there is a pipe organ loft and an electric free standing organ. The pipe organ is not operational, and it is in need of repair. The high altar is constructed of wood, and it is attached to the East wall of the chancel.

There is also a side altar which is designated as a lady altar, and it is dedicated to the Virgin Mary. This altar is located at the East end of the southern most aisle.

Entry to the church can be obtained on either the 41st or Parrish Street sides. There is no entrance on Brown Street.

The parish hall has three significant parts. There is the hall proper, the kitchen and three administrative rooms. One room houses the Calvary Church Northern Liberties Federal Credit Union. Another room is the Rector's office, and it is adjoining the vestry room. The vestry room is used as an office by the Church clerk, and it serves as a meeting place for the vestry.

The parish hall has a partial second floor which contains one room and an attic. The room is used by the choir for rehearsal and vesting. The Sunday School also meets in the choir room.

The basement of the church and parish hall is unfinished and consequently unused. During 1985, the roof over the parish hall was replaced. However, roof repairs are needed above the chancel and Credit Union office. The kitchen and restroom areas are in need of modernization. All factors considered, the buildings may be described as basically sound, but in need of repairs.

The church is located in a residential area of the Black community which has a significant number of low income residents; and, the neighborhood has been designated as an urban renewal area.

PARISH ORGANIZATIONS

The principal organizations within the church are Vestry, Altar Guild, Rector's Guild, St. Martha's Guild, St. Mary's Guild, St. Michael's Guild, Brotherhood of St. Andrew, Choir, Love Group, Acolytes, Sunday School, Credit Union, Women of Calvary, Youth of Calvary, and Young People's Fellowship Alumni Guild.

Amongst these groups are some that have specifically designated responsibilities which are implied by their name; others are self-directed. Membership in all groups other than Vestry is voluntary, and the size of the membership varies with the groups. They all have their own operating rules, and some limit the number of members. Each year these organizations have contributed about ten percent of the church budget.

PARISH FINANCES

The finances of Calvary Church are under the direction of the Accounting Warden, who serves as Chairman of the Vestry Finance Committee. Each year a proposed budget is drafted and presented to the Vestry in December. The church employs a bookkeeper who drafts the budgets, posts the expenditures, and maintains the bank records.

Each month a financial report is prepared and presented to the Vestry for approval. Under existing policy, no expenditures can be made over $500 dollars without prior approval and three competitive estimates. The parish has no debts.

The parish has a small endowment which is less than $65,000 dollars. These funds are administered by a major bank as well as The Church Foundation, and they generate approximately $6,000 of income per year. The income has been used for the general expenses of the parish. Parish income is derived significantly from pledge income, and the envelope system which accounts for approximately 60% of all income.

The 1983 and 1984 receipts and disbursements are comparable to the 1985 budget which follows:

RECEIPTS

	1983 YEAR	1984 YEAR	BUDGET 1985 YEAR
PLATE	446.12	1,076.67	1,100
PLEDGE	45,836.61	45,690.23	
ORGANIZATIONS	10,230.09	9,861.03	11,700
BUILDING FUND	3,039.80	3,434.06	3,200
OTHER ENVELOPES	7,075.11	7,175.28	7,300
GET SET			
MISSION	2,025.95	2,033.17	2,700
INVESTMENTS	4,639.77	6,219.71	6,000
HALL RENTAL	1,152.89	1,185.00	1,000
GIFTS-Undesignated			1,000
SPECIAL OFFERING-Designated	10,262.91	7,136.09	8,000
DISCRETIONARY FUND	886.44	222.46	
CHURCH SCHOOL			500
TRANSFER	2,405.00	13,658.18	
RECTORY	3,792.50	3,675.00	4,800
PARISH EVENTS	5,714.48	1,688.34	5,000
BALANCE IN GENERAL FUND AS OF DEC. 31, 1982 - $2,769.98			
TOTAL	97,507.67	103,056.28	87,300

DISBURSEMENTS

	1983	1984	1985
SALARIES			
Clergy	20,000.00	6,660.00	
Assisting Clergy	785.00	4,060.00	11,640
Custodial Service	5,800.00	6,151.05	7,400
Organist	3,570.00	3,930.00	5,200
Secretary	4,800.00	4,873.25	5,000
Bookkeeper	1,500.00	1,500.00	1,500
	36,455.00	27,174.30	30,740
RECTOR'S BENEFITS			
Automobile	2,500.00	900.00	
Housing	3,052.54	(1,644.44)	
Utilities	2,350.00		
Discretionary Fund	886.44		
Pension	5,591.24	1,397.81	
Medical Insurance	334.06		
	14,764.28	3,942.25	
SALARY RELATED			
Taxes	220.18	211.03	

DISBURSEMENTS CONTINUED	1983 YEAR	1984 YEAR	BUDGET 1985 YEAR
COST OF OPERATION PHYSICAL PLANT			
Insurance	3,736.00	3,572.62	3,800
Fuel, Light, Water	14,648.17	11,866.94	14,500
Custodial Supplies	2,143.43	4,088.40	1,000
Minor Repairs	1,722.30	332.95	1,727
Major Repairs	2,390.00	5,397.76	8,000
Property Expenses			
	24,639.90	25,258.67	29,027
Contingency Fund			2,500
COST OF OPERATION ADMINISTRATION			
Office Supplies	2,894.40	2,128.35	1,500
Telephone	982.39	1,174.84	800
Auditing		798.00	1,000
	3,876.79	4,101.19	3,300
MINISTRY			
Conferences	160.00	100.00	300
Mission	2,600.00	2,333.38	2,800
Assessment	308.00	232.00	433
Altar	1,430.06	1,843.60	1,600
Music-Maintenance of Instruments	833.55	15.00	400
Printing & Bulletins	1,419.06	1,277.72	2,000
Outside Parish	1,673.96	3,147.83	1,200
Church School	222.22		
Youth		251.03	1,500
Miscellaneous	4,118.05		4,000
Parish Events	1,738.50		1,000
	14,503.40		15,233
REAL ESTATE			
Rectory	5,330.81	3,706.25	6,000
Church Lot (taxes)	487.29	458.82	500
	5,330.81	4,165.07	6,500
MISCELLANEOUS			
Coffee Hour, etc.		2,968.85	
Investments		3,000.00	
GRAND TOTAL	100,277.65	80,021.92	87,300.00

STATISTICAL PROFILE

In order to establish a profile of the communicants of Calvary Church, a questionnaire was sent to 300 persons who participate in the envelope system and attend Mass on a regular basis. Out of those questionnaires, 122 responses were received. This amounted to a 41% response factor which is considered good by today's standards.

However, this data should be examined with the realization that it does not purport to reflect the views of 100% of the congregation. And, it does not take into consideration the opinions of approximately 25 youths below the age of 18 who regularly attend Sunday School, serve as acolytes, or attend Mass.

Also, the report does not represent those persons who call themselves members of the church, but who have not been baptized, or confirmed or recognized as a financial supporters of the Parish.

This report can be viewed as a reflection of opinions held by persons who are frequent attendees, and active participants in the life of the church. From this data we have been able to garner a number of significant facts:

18 % of the people of Calvary are over 70 years of age
63 % are between 51 and 70 years
17 % are between 31 to 50 years
2 % are between 19 to 30 years

The congregation was divided as follows with regard to the highest level of education achieved:

44	Attended College	37 %
55	Attended High School	46 %
7	Attended Junior High School	6 %
2	Attended Elementary School	2 %
8	Attended Trade School	7 %
4	Attended Other	3 %

The income of those responding was:

19 earned less than $5,000 per year 17 %

25 earned $5,000 to 10,000 per year	23 %
39 earned $10,000 to 20,000 per year	36 %
15 earned $20,000 to 30,000 per year	14 %
11 earned over 30,000 per year	10 %
13 made no response	%

The employment status was broken into the following categories:

Responses	44	-	Employed	36 %
"	70	-	Retired	57 %
"	5	-	Housewife	4 %
"	1	-	Unemployed	1 %
"	2	-	Self-Employed	2 %

The weekly monetary contribution of those responding was:

8 give less than $2.00	7 %
67 give $2.01 to $5.00	57 %
24 give $5.01 to $10.00	21 %
15 give $10.01 to $15.00	13 %
3 give over $15.00	3 %
5 made no response	%

On the question of Do You Tithe, the responses were:

13 said Yes	12 %
94 said No	88 %
No response	%

With regard to church attendance:

48 attend every Sunday	39 %
47 attend 2 or 3 Sundays	39 %
12 attend once a month	10 %
15 attend less than once a month	12 %

The Parish was also surveyed on the specific characteristics that the respondents would like to see in a new Rector. This survey was given to 390 communicants and 88 responses were received.

A summary of the results is given below:

1. By combining the percents in the STRONGLY AGREE and AGREE columns, 80% or more of the respondents indicated that

our priest should:

a. Celebrate Mass as directed by Rubics and the Prayer Book of the Episcopal Church.

b. Preach inspiring sermons.

c. Work closely with the organist and the Music Committee.

d. Be aware of Church office activities, bulletins correspondences, etc.

e. Try to maintain harmony and resolve any conflicts that may arise among parishioners over church-related matters.

f. Develop and participate in religious education programs for all age groups.

g. Minister to the sick, dying and bereaved.

h. Minister to those who seek spiritual guidance and strength, especially those who are experiencing adversities.

i. Be able to counsel in areas of social stress, i.e., marriage, family relationships, drug and alcohol abuse.

j. Give guidance to all parish boards, guilds and organizations.

k. Welcome visitors and seek new members.

l. Participate in Ecumenical Activities.

m. Respond to activities and concerns of the Community.

n. Participate in diocesan and deanery activities.

2. By combining the percents in the STRONGLY AGREE, AGREE, and NEUTRAL columns, 80% or more of the respondents either agreed, or would not object if our priest would:

a. Develop activities to involve all members of the Parish.

b. Organize new guilds and groups when the need arises.

c. Oversee the maintenance of the church property.

d. Be a male

   e. Be 45 years old or older

   f. Have had substantial experience as a Parish Priest.

   g. Show reasonable responsiveness to government in social, political and economic affairs.

3. By combining the percents in the DISAGREE and STRONGLY DISAGREE columns, the results indicated that:

   a. 55% did not want a female priest, 38% were neutral and only 7% indicated a positive response for this item.

   b. 43% did not want a priest between ages of 25-34, while 50% were neutral and only 7% indicated a positive response to this item.

   c. 23% did not want a priest between ages 35-44 while 49% were neutral and 28% indicated a positive response for this item.

   d. 12% did not want a priest 45 years or older, while 42% were neutral and 46% indicated a positive response to this item.

From the above data, one may conclude that most of the respondents expect that our priest would have had substantial experience as a Parish Priest, would perform all rites of the church, would preach inspiring sermons, would be able to mediate in Parish disagreements, would minister to the various spiritual and emotional needs of our parishioners, would be a male, would reach out to the community and would provide leadership in developing programs to maintain and improve the life of our church.

The data did not reveal a strong preference concerning the marital status nor the birthplace of the priest. The most significant division among the respondents pertains to the age of our priest. 46% of the respondents felt that the priest should be 45 years of age or older, 42% gave a neutral response while 12% indicated a negative response to this item.

FUTURE DIRECTIONS

From the initial survey questionnaire, the communicants prioritized their expectations for the future of Calvary Church. Sixty-seven of the 122 respondents listed the establishment of a Sunday School as their first goal. This was a 65% response. Twenty-five people wanted to establish a Bible Class, which was a 20% response. (However, it should be noted that the men in the Brotherhood of St. Andrew conduct a regular monthly Bible Study session.) Sixteen people stated that they wanted a Youth Fellowship. This was a 13% response.

The respondents were also asked to prioritize the repairs they felt were most important. Forty-seven people, or 39% felt that the Altar area should be renovated first. Twenty-one people, or 17% felt that the building should be pointed before anything else was done. Lastly, 20 people responded that the basement should be the first priority; this constituted a 16% response.

The Search Committee reviewed and discussed the information provided by the questionnaires; it felt the congregation was a very spiritually minded group of people, who in the Episcopal tradition shared a thirst for the love of Christ and the desire to seek his Kingdom.

BY-LAWS

OF

THE VESTRY

OF

CALVARY CHURCH

NORTHERN LIBERTIES

PHILADELPHIA

Revised 3/15/61

CALVARY'S FILES

REVISION OF BY LAWS

(as adopted March 15th, 1961)
BY

THE VESTRY

of

CALVARY CHURCH, NORTHERN LIBERTIES, PHILADELPHIA

ARTICLE I

Sec. 1. The Vestry shall consist of twelve lay communicants of Calvary Church, Northern Liberties, of the Prostestant Episcopal Church of the Diocese of Pennsylvania who shall have contributed at least a minimum of Fifty Dollars($50.00) during the preceding calendar year in the envelope system toward the financial support of the church.

Sec. 2. The Corporation of "The'Ladies' Missionary Association of Christ Church, Philadelphia" shall always be entitled to appoint one Vestryman.

Sec. 3. The remaining eleven shall be communicants of this Parish and shall be elected on every Easter Monday between the hours of seven and nine in the evening.

Sec. 4. The election shall be by ballot and each communicant of Calvary Northern Liberties Protestant Episcopal Church, not less than twenty-one years of age, who shall appear by the Accounting Warden's book to have contributed to the support of the Parish at least a minimum of twenty five dollars($25.00) yearly for the three calendar years next preceding such election, shall have the right to vote for eleven separate candidates. A list of those persons entitled to vote shall be posted on a door of the church for a period of at least one week preceding the annual election.

Sec. 5. Those candidates who shall receive a majority of the votes polled shall be declared elected.

Sec. 6. If more than eleven candidates receive a majority of the votes polled, then, and in that event, the eleven candidates receiving a majority of the votes polled and having the highest number of votes shall be declared elected.

Sec. 7. In case the said corporation of "The Ladies' Missionary Association of Christ Church, Philadelphia" shall fail to appoint a Vestryman, the Vestry shall fill said vacancy at its next stated meeting, or as soon thereafter as conveniently may be.

Sec. 8. In filling all vacancies in the Vestry, the same qualifications shall apply as at the annual election.

Sec. 9. The Vestry so chosen shall elect its own officers.

Sec. 10. All elections by the Vestry shall be by ballot and except as provided in Article IV Section 2, a majority of the votes cast shall elect.

Article 1 (Continued)

Sec. 11. The Vestry shall elect at the stated meeting next preceding Easter Monday, two tellers and two alternate tellers, none of whom shall be members of the Vestry, to conduct and be the judges of the annual election for Vestrymen. The time and place for the election of Vestrymen shall be publicly announced to the congregation on the preceding Sunday.

Sec. 12. The Tellers shall report in writing to the Secretary the result of the annual election and he shall immediately inform the persons elected and notify them to attend the first meeting.

Sec. 13. At the first stated meeting of the Vestry after the annual eledtion, the report of the tellers shall be spread upon the minutes of the Vestry.

Sec. 14. In case of a failure to elect Vestrymen on Easter Monday, the election shall be held on the following Monday evening, between the hours of seven and nine.

Sec. 15. The result of the annual election for Vestrymen shall be publicly announced to the congregation on the Sunday succeeding.

Sec. 16. In case of failure to elect the whole number of vestrymen at the times above set forth any vacancies existing shall be filled by those persons who have been elected members.

Sec. 17. The Vestry shall meet at eight o'clock in the evening on the First Wednesday after their election and on the Second Wednesday of each succeeding month.

Sec. 18. The Rector, or any two of the members of the Vestry, may require special meetings to be called at any time, and no other business than that for which the said meeting may be called shall be transacted, without two-thirds consent of those present.

Sec. 19. Five members shall constitute a quorum, except when any salary is to be augmented or reduced, a Rector to be chosen. or any appropriation of money above five hundred dollars, in which case seven affirmative votes shall be required, and the same shall be first proposed at a previous meeting, and particularly expressed in the written notices to be given.

Sec. 20. In the absence of the Rector one of the Wardens shall preside and if neither of them should be present, the Vestry shall appoint a Chairman.

Sec. 21. At the first meeting after the annual election, besides the Church Warden directed by the Charter, who shall be the Junior or Accounting Warden, the Vestry shall elect a Secretary, lay deputies to the Diocesan Convention, and may elect also an Assistant Secretary, and such other officer or officers as may from time to time seem desirable or requisite for the good government of the parish; and, in case of failure to elect officers, or any of them at this meeting, a special meeting shall be held for that purpose as soon as conveniently may be;

ARTICLE II

Sec. 1. The Junior Warden, who is Accounting Warden, shall have power to make purchases of all articles necessary for the ordinary use of the Church. Provided, however that nothing in this section conflict with the "five hundred dollars" clause in Article I Section 19 of these By-laws.

Sec. 2. He shall collect, or cause to be collected, all rents, interests, dividends, subscriptions, contributions, or other monies due to the corporation, and shall receive all bequests, duly reporting the same in writing to the Vestry and shall also make such payments as may be directed by the Vestry.

Sec. 3. He shall have in his charge the seal of the corporation, which shall be a circle, on the outer edge of which are the words Calvary Church, Northern Liberties, Phila.,and in the center, Incorporated March 9th, 1857. An impression of the seal is on the margin hereof, which is tp be affixed by him to all documents as require its attestation, and as the Vestry may direct.

Sec. 4. He shall keep a regular account of his receipts and expenditures in a book to be provided for that purpose, which shall be open at all reasonable times for the inspection of the Vestry.

Sec.5. He shall submit to the Vestry a statement of his accounts whenever called upon to do so by that body and at the stated meeting in January of each year a complete annual report. His books and accounts shall be audited by a committee appointed for that purpose.

Sec. 6. He shall, at least one week before each election for Vestryman, prepare a list of all persons who are (according to Article I Section 4, of these By-laws) entitled to vote at the said election, and post it, or cause it to be posted as provided in Article I, Section 4.

Sec. 7. He shall have charge of the Charter and evidences of title to the property of the corporation, and such articles belonging to it as are not otherwise disposed of, except his own bond.

Sec. 8. He shall give a bond in the penal sum of one thousand dollars of an approved surety company conditioned on the faithful performance of his duties; the premium of the same to be paid for out of the current funds of the parish.

ARTICLE III

Sec. 1. The Secretary shall keep fair and correct minutes of the proceedings of the Vestry, notify the members of all stated, special and adjourned meetings at least one day preceding the same; and perform generally such duties as appertain to the office.

ARTICLE IV

Sec. 1. When an election of a Rector is intended, candidates must have been openly nominated at a previous meeting, and the notices for the meeting shall have expressed in them that such nominations will then be received and the notices of the meeting at which an election is intended shall clearly express that an election of a Rector will be held and shall contain the names of those who shall have been nominated.

Sec. 2. The election of Rector shall be by ballot and seven affirmative votes shall be necessary to a choice.

ARTICLE V

Sec. 1. The Sunday School of this parish shall be under the supervision of the Rector, Assistant Minister or such other superintendent and teachers as the Rector may approve.

ARTICLE VI

Sec. 1. The following Standing Committees shall be appointed by the Rector at the meeting of the Vestry next after the annual election:

First, Committee on Music, whose duty it shall be to render such assistance to the Rector in the arrangement and management of the parish Music as he shall require.

Second, Committee on Sunday School, whose duty it shall be to render assistance to the Rector in the supervision and management of the Sunday School.

Third, Committee on Finance, to consist of the Wardens and other Vestrymen, whose duty it shall be to plan for and aid in raising funds for the use of the Parish and generally assist in financial matters.

Fourth, Committee on Property, whose duty it shall be to have supervision of the property of the Church Corporation and shall be careful that order is maintained during its use by members of the parish and public.

Sec. 2. The Rector may appoint special committees as may be required.

Sec. 3. The standing committees shall report at the stated meetings of the Vestry, which reports shall be in writing if required by the Vestry.

ARTICLE VII

Sec. 1. All meetings of the Vestry shall be opened with prayers and the order of business (except at the meeting next after the annual election) shall be as follows:

1. Calling of the roll
2. Reading the Minutes of the previous meeting of meetings.
3. Report of Accounting Warden.
4. Reports of Committees
    - a. Standing Committees
        - 1st, Music
        - 2nd, Sunday School ✓
        - 3rd, Finance
        - 4th, Property
    - b. Special Committees, reporting in rotation of appointment.
5. Unfinished Business
6. Communications
7. New Business
8. Adjournment

At the meeting of the Vestry next after the annual election, the order of business shall be as follows:

1. Appointment of a Temporary Secretary
2. Report of Tellers
3. Calling of the Roll
4. Nomination and Election of twelfth man to the Vestry (If he be not appointed by the corporation of "The Ladies' Missionary Association of Christ Church, Philadelphia" agreeable to Article I, Section 7 of these By-Laws and Article VII of Charter)
5. Nomination and election of Secretary Clerk
6. Appointment of Senior or Rector's Warden ✓
7. Nomination and election of Junior or Accounting Warden
8. Appointment of Standing Committees (1st, Music: 2nd, Sunday School; 3rd Finance; 4th, Property)
9. Appointment of Auditing Committee (Agreeable to Article II Section 5 of these By-Laws)
10. Appointment of Special Committees ✓
11. Reading the Minutes of previous Meeting or Meetings
12. Report or Statement of Accounting Warden (if practicable at this time)
13. Reports of Committees in order of their appointment
14. Unfinished Business
15. Communications
16. Nominations and election of Lay Deputies to the Diocesan Convention.
17. New Business
18. Adjournment

ARTICLE VIII

Sec. 1. No appeal or alteration of these By-Laws shall be made unless proposed at one meeting of the Vestry and adopted by two-thirds of the members present at a succeeding regular or special meeting, and notices for such meeting having expressed that "alteration in the By-Laws amy than be acted upon".